

Utility Managers

Suggested Reference List

Only the reference materials listed on this document may be used during the examination. No other reference materials will be allowed. Some of the test questions will be based on field experience and knowledge of trade practices; therefore, questions will not be limited to the reference materials listed below. Candidates may bring as many or as few of the references listed as desired.

1. *Contractors Guide to Business, Law, and Project Management - Georgia Construction Industry Licensing Board*, 4th edition, National Association of State Contractors Licensing Agencies, 23309 North 17th Drive, Building 1, Unit 110, Phoenix, AZ 85027, (623) 587-9354. Order at www.NASCLA.Org.
2. *Walker's Building Estimator's Reference Book* 2018, 31st edition, W.H. Spradlin (Ed.), Frank R. Walker, Co., Publishers, P.O. Box 3180, Lisle, IL 60532, (630) 971-8989, 1-(800) 458-3737.
3. *Code of Federal Regulations* Title 29, Part 1926 (OSHA), 2019, U.S. Government Bookstore Online at: <http://bookstore.gpo.gov>.
4. *Employer's Tax Guide, Circular E*, 2020 or 2021, contact local IRS Office, or go to the following website: www.irs.gov/pub/irs-pdf/p15.pdf.
5. *Installation Guide for Ductile Iron Pipe*, revised May 2015, Ductile Iron Pipe Research Association, 245 Riverchase Parkway East, Suite O, Birmingham, AL 35244, (205) 988-9870.
6. *Placing Reinforcing Bars: Recommended Practices*, 2011, 9th edition, CRSI Distribution Center, P.O. Box 6996, Alpharetta, GA 30239-6996, (800) 328-6306.
7. *Standard Specifications: Construction of Transportation Systems*, 2013 and the 2016 Supplement, Department of Transportation, State of Georgia, 600 West Peachtree St. NW, Atlanta, GA 30308, (404) 631-1644.
http://www.dot.ga.gov/PartnerSmart/Business/Source/special_provisions/2016%20Supplemental%20Specifications/2016SupplementalSpecBook.pdf
8. *Manual for Erosion and Sediment Control in Georgia*, 2016 edition, Georgia Soil and Water Conservation Commission, P.O. Box 8024, 4310 Lexington Road, Athens, GA 30603, (706) 552-4470
https://gaswcc.georgia.gov/sites/gaswcc.georgia.gov/files/related_files/site_page/GSWCC-2016-Manual-As-Approved-by-Overview-Council.pdf

9. *Excavator Manual, GA 811, July 2016 edition, Georgia Public Service Commission;*
<https://georgia811.com/Media/2016excavatorguide.pdf>

NOTICE TO CANDIDATES: Please be aware that you are allowed to bring to the exam ONLY the references listed above. You are NOT to bring in other photocopied materials or handwritten notes, even if they are pasted in the reference book. References may be highlighted, underlined or tabbed with permanent tabs. Any additional materials will be removed from your reference and confiscated and the candidate may be removed from the examination.

This reference list will be applicable to examinations administered through **December 31, 2021.**

If you plan to take the examination after **December 31, 2021** you may obtain an updated reference list from the Board's website at www.sos.ga.gov/plb or www.psionline.com.

Because references are not always available when requested, and obtaining them may take some time, IT IS TO YOUR ADVANTAGE TO ORDER THEM WELL AHEAD OF THE EXAMINATION.

Effective Date: 1-1-21 through 12-31-21